



## AGENDA ITEM EXECUTIVE SUMMARY

Title: Recommendation to Approve Change Order #2 for Main Treatment Plant Headworks Project

Presenter: John Lamb

*Please check appropriate box:*

Government Operations ☒ Government Services 10.24.11

Planning & Development ☐ City Council

Public Hearing ☐

Estimated Cost: \$8,648.58 Budgeted: YES ☒ NO ☐

If NO, please explain how item will be funded:

### Executive Summary:

Staff is requesting approval of Main Plant Headworks Project Change Order #2 in the amount of \$8,648.58. Change order is for the following additional work:

1. Once clarifiers were drained it was discovered an assembly was missing a bearing piece. \$5,791.84
2. Installation of temperature probes on primary sludge pumps. \$2,070.00
3. Replacement and installation of two eye wash stations to meet code requirements. \$ 786.74

Funds are available for change order.

### Attachments: (please list)

Change Order Forms, Contact Modification Requests 4-6, Resolution for Hampshire Hydro, LLC.

### Recommendation / Suggested Action (briefly explain):


Staff recommends approval of Main Plant Headworks Change Order #2 in the amount of \$8,648.58 and a resolution authorizing the Mayor and Clerk to execute on behalf of the City of St. Charles.

For office use only: Agenda Item Number: 3.e

**City of St. Charles Public Works Environmental Services Office**

<b>CHANGE ORDER</b>		
<b>PROJECT:</b>	Main Plant Headworks Project	<b>NO.</b> <u>2</u> <b>DATE:</b> <u>10/3/2011</u>
<b>CONTRACTOR:</b>	Hampshire Hydro	<b>BY:</b> John Lamb
<b>CONTRACT FOR:</b>	Main Plant Headworks Project	
<b>You are directed to make the following changes:</b>		
<b>DESCRIPTION:</b>	<ol style="list-style-type: none"> <li>1. Installation of temperature sensors for rotary lobe pumps. <span style="float: right;">\$2070.00</span></li> <li>2. Helicoid bearing assembly <span style="float: right;">\$5,791.84</span></li> <li>3. Replacement and installation of two eyewash stations. <span style="float: right;">\$ 786.74</span></li> </ol>	
<b>PURPOSE OF CHANGE:</b>		
<ol style="list-style-type: none"> <li>1. Pumps may overheat and there are no controls, monitoring in current plans, equipment. Sensors will prevent overheating and pump damage.</li> <li>2. Once the primary clarifier that houses equipment to be repaired was drained it was discovered a bearing box was missing from the helicoid assembly.</li> <li>3. Existing eye wash station in poor condition, replacing existing station and installing a second one in other area of project.</li> </ol>		
<b>ATTACHMENTS:</b> Engineer Change Order		
<b>CHANGE IN CONTRACT PRICE</b>		
Original Contract price:	\$ 606,252.00	Original Contract deadline:
Previous Change Orders:	\$ 54,145.00	Previous Change Orders:
Contract Price prior to this Change Order:	\$ 660,397.00	Contract deadline prior to this Change Order:
Net Increase (Decrease) of this Change Order	\$ 8,648.58	Net Increase (Decrease) of this Change Order
Contract price with all approved Change Order:	\$ 669,045.58	Contract deadline with all approved Change Order:

**RECOMMENDED:**

 10/6/11  
 Environmental Service Manager      Date

**APPROVED:**

\_\_\_\_\_  
 Finance Director      Date

\_\_\_\_\_  
 Contractor      Date

It is determined that the circumstances necessitating this change order were not foreseeable at the time the original contract was signed, the change order is germane to the original contract as signed, and the change order is in the best interest of the City and authorized by law.

**Change Order No: 2**

Date: October 3, 2011

Date of Agreement: April 4, 2011

Project: **City of St. Charles – Headworks Rehabilitation**

Job Number: **STC-071**

Owner: **City of St. Charles  
2 East Main Street  
St. Charles, Illinois 60174**

Contractor: **Hampshire Hydro, LLC  
P.O. Box 171  
Hampshire, Illinois 60140**

The following changes are hereby made to the CONTRACT DOCUMENTS:

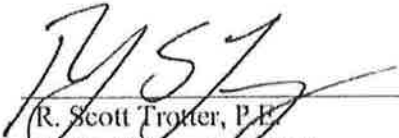
Justification:

Original Contract Price	\$606,252.00
Amount of Previous Change Order(s)	\$54,145.00
Current Contract Price adjusted by Previous Change Order(s)	\$660,397.00
Change in Contract Price Due to this Change Order	\$8,648.58
Contract Price Including this Change Order	\$669,045.58

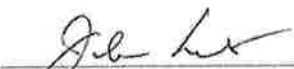
Original Contract Time	270	Calendar Days
Previous Changes to Contract Time	0	Calendar Days
Current Contract Time adjusted by Previous Change Orders	270	Calendar Days
Change to Contract Time	0	Calendar Days
Contract Time including this Change Order	270	Calendar Days

Approvals:

Requested  
by:

  
R. Scott Trotter, P.E.  
Senior Project Manager  
Trotter and Associates, Inc.


Recommended  
by:

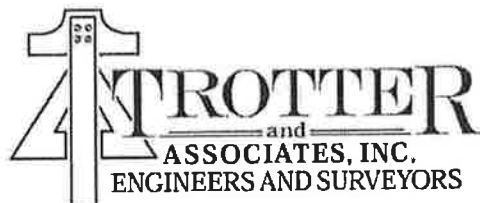
  
John Lamb  
Environmental Services Mngr.  
City of St. Charles

Ordered  
by:

Hon. Donald. D. DeWitte  
Mayor  
City of St. Charles

Accepted by:

  
Doug Seagren  
President  
Hampshire Hydro, LLC



40W201 Wasco Road, Suite D – St. Charles, Illinois 60175  
Phone: 630/587-0470 – Fax: 630/587-0475

**Contract Modification Request No.** 4      **Date:** 9/19/11

**To:** Doug Seagren      **From:** Jerry Ruth  
President      Resident Project Representative

**Project:** City of St. Charles – Headworks Rehabilitation  
STC-071

**Owner:** City of St. Charles      **Contractor:** Hampshire Hydro  
2 East Main Street      P.O. Box 171  
St. Charles, Illinois 60174      Hampshire, Illinois 60140

**It has been requested that a Contract Modification be initiated to the above referenced contract. The following information is provided as backup data:**

1. **Scope of Work (Provide Attachments if Needed):** Order new bearing piece for north helicoids.
2. **Reason for Modification:** When the north primary clarifier tanks were drained, it was discovered that the helicoid assembly was missing a bearing piece. This piece connects the two helicoids and is critical to the installation and operation of this equipment.
3. **Approximate Cost Change to Contract Price:** \$5,791.84
4. **Additional Contract Time to Complete Modification:** 0 days
5. **Attachments:**

Price Proposal from Hampshire Hydro, dated 9/19/11  
Quote from Walker Process Equipment, dated 8/31/11

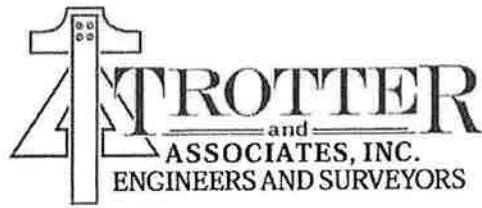
Prepared by:   
Jerry Ruth  
Resident Project Representative

Date: 9/19/11

Approved by: \_\_\_\_\_  
John Lamb  
Environmental Services Manager

Date: \_\_\_\_\_

Cc: John Lamb, City of St. Charles  
File (STC071-7.27)



40W201 Wasco Road, Suite D – St. Charles, Illinois 60175  
Phone: 630/587-0470 – Fax: 630/587-0475

**Contract Modification Request No.** 5      **Date:** 9/26/11

**To:** Doug Seagren      **From:** Jerry Ruth  
President      Resident Project Representative

**Project:** City of St. Charles – Headworks Rehabilitation  
STC-071

**Owner:** City of St. Charles      **Contractor:** Hampshire Hydro  
2 East Main Street      P.O. Box 171  
St. Charles, Illinois 60174      Hampshire, Illinois 60140

**It has been requested that a Contract Modification be initiated to the above referenced contract. The following information is provided as backup data:**

1. **Scope of Work (Provide Attachments if Needed):** Install Borger temperature probes shown in CMR #1.
2. **Reason for Modification:** This will cover the costs of installing the temperature probes that were approved for the primary sludge pumps in CMR #1.
3. **Approximate Cost Change to Contract Price:** \$2,070.00
4. **Additional Contract Time to Complete Modification:** 0 days
5. **Attachments:**

CMR Request Letter from Hampshire Hydro, dated 9/22/11  
Proposal from Tri-R, dated 9/22/11

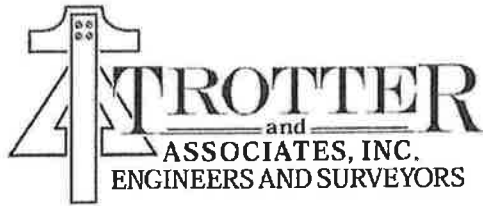
Prepared by: Jerry Ruth  
Resident Project Representative

Date: 9/23/11

Approved by: John Lamb  
Environmental Services Manager

Date: \_\_\_\_\_

Cc: John Lamb, City of St. Charles  
File (STC071-7.27)



40W201 Wasco Road, Suite D – St. Charles, Illinois 60175  
Phone: 630/587-0470 – Fax: 630/587-0475

**Contract Modification Request No.** 6      **Date:** 9/26/11

**To:** Doug Seagren      **From:** Jerry Ruth  
President      Resident Project Representative

**Project:** City of St. Charles – Headworks Rehabilitation  
STC-071

**Owner:** City of St. Charles      **Contractor:** Hampshire Hydro  
2 East Main Street      P.O. Box 171  
St. Charles, Illinois 60174      Hampshire, Illinois 60140

**It has been requested that a Contract Modification be initiated to the above referenced contract. The following information is provided as backup data:**

1. **Scope of Work (Provide Attachments if Needed):** Furnish and install two eye-wash stations.
2. **Reason for Modification:** The existing eye-wash station in Room 1201 was in poor condition, and was approved for removal by the City. The City requested that a pedestal eye-wash station and a bottled eye wash station be installed in Rooms 1201 and 1202, respectively.
3. **Approximate Cost Change to Contract Price:** \$786.74
4. **Additional Contract Time to Complete Modification:** 0 days
5. **Attachments:**

CMR Request Letter from Hampshire Hydro, dated 9/22/11  
Quote from Lab Safety Supply (4 pages), dated 9/21/11

Prepared by: Jerry Ruth  
Resident Project Representative

Date: 9/23/11

Approved by: John Lamb  
Environmental Services Manager

Date: \_\_\_\_\_

Cc: John Lamb, City of St. Charles  
File (STC071-7.27)

**City of St. Charles, Illinois**  
**Resolution No. \_\_\_\_\_**

**A Resolution Authorizing the Director of Finance to Execute Change  
Order No. 2 for the Main Plant Headworks Project for Hampshire  
Hydro, LLC.**

**Presented & Passed by the  
City Council on November 7, 2011**

WHEREAS, by the Mayor and City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, a home rule municipality in the exercise of its home rule powers, that the Director of Finance is authorized to execute Change Order No. 2 in favor of Hampshire Hydro, LLC., in the amount of \$8,648.58 with respect to the installation of temperature sensors for rotary lobe pumps, helicoid bearing assembly and replacement and installation of two eyewash stations in regard to the Main Plant Headworks project contract entered into on or about April 4, 2011, a copy of said change order being attached hereto and made a part of this Resolution. It is determined that the circumstances necessitating this change order were not foreseeable at the time the original contract was signed, the change order is germane to the original contract as signed, and the change order is in the best interest of the City and authorized by law.

WHEREAS, that the City Clerk of the City of St. Charles is hereby directed to forward a certified copy of this Resolution to Hampshire Hydro, LLC.; with a copy to the Director of Public Works.

NOW THEREFORE, be it resolved by the Mayor and City Council of the City of St. Charles, Kane and DuPage Counties, Illinois.

PRESENTED to the City Council of the City of St. Charles, Illinois, this 7th day of November 2011.

PASSED by the City Council of the City of St. Charles, Illinois, this 7th day of November 2011.

APPROVED by the Mayor of the City of St. Charles, Illinois, this 7th day of November 2011.

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Donald P. DeWitte, Mayor

Resolution No. \_\_\_\_\_

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ATTEST:

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City Clerk

COUNCIL VOTE:

Ayes:

Nays:

Absent:

Abstain: